

NAME OF SMALLER AUTHORITY: SYSTON TOWN Council

**NOTICE OF CONCLUSION OF AUDIT**  
**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016**  
**The Accounts and Audit Regulations 2015 (SI 2015 No.234)**  
**The Local Audit and Accountability Act 2014**

NOTICE	NOTES
<p>1. Date of announcement <u>19 September 2016</u> (a)</p> <p>2. Notice of conclusion of audit and publication of accounts.            The audit of the authority's accounts for the above year has been concluded on:  <u>16 September 2016</u> (date) by grant Thornton UK LLP.             The Annual governance statement, Accounting statements and the External auditor certificate and report (the Annual Return), have been published (b)(c).             Copies of documents are available for purchase by any person on payment of a reasonable sum. Documents will remain available for public access for a period of not less than 5 years from the date of this notice (d).</p> <p>3. Section 25 of the Local Audit and Accountability Act 2014 provides for the exercise of public rights to inspect the statement of accounts:</p> <ul style="list-style-type: none"> <li>• Local Government Electors and their representatives have rights to make copies of:               <ul style="list-style-type: none"> <li>• the accounting statements,</li> <li>• the external auditor's opinion and certificate of completion (e),</li> <li>• any public interest report relating to the authority, and</li> <li>• any recommendation relating to the authority.</li> </ul> </li> </ul> <p>For the year ended 31 March 2016 these documents will be available on reasonable notice on application to the person in paragraph 4 below.</p> <p>4. Person to which you can apply to inspect the accounts and availability (f)</p> <p>Name: <u>Catherine Joyce</u></p> <p>Position: <u>Town Manager</u></p> <p>Address: <u>Community Centre, School Street,</u>  <u>Syston, Leicestershire, LE7 1HN</u></p> <p>Tel no: <u>0116 2607150</u></p> <p>Email: <u>catherine@systontc.org.uk</u></p> <p>Days and times of availability: <u>Monday - Friday</u>  <u>9.00am - 4.00pm</u></p> <p>5. Signature and name of person giving Notice on behalf of the authority  <u>Catherine Joyce</u> Clerk and/or Responsible Financial Officer</p>	<p>(a) Insert date of placing of this Notice</p> <p>(b) Parish Councils should publish information on a website.</p> <p>(c) Parish meetings should display information in a conspicuous place in the area of the authority for at least 14 days.</p> <p>(d) See note 25.2 of the Local Audit and Accountability Act 2014 for further information.</p> <p>(e) Section 3 of Annual Return provides the external auditors certificate and report including any subsequent pages attached.</p> <p>(f) Insert name, position, address and contact details such as telephone and email of the Clerk or other person to which any person may apply to inspect the above documents, and the details of the manner in which notice should be given of an intention to inspect the accounting records and other documents.</p>
<p>For more detailed guidance on electors' rights and the special powers of auditors, copies of the publication Council Accounts – A Guide to Your Rights are available from the National Audit Office website  <a href="https://www.nao.org.uk/code-audit-practice/wp-content/uploads/sites/29/2015/03/Council-accounts-a-guide-to-your-rights.pdf">https://www.nao.org.uk/code-audit-practice/wp-content/uploads/sites/29/2015/03/Council-accounts-a-guide-to-your-rights.pdf</a></p>	

## Section 3 – External auditor certificate and report 2015/16 Certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2016 in respect of:

Enter name of  
smaller authority here:

SYSTON TOWN COUNCIL

### Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2016; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

### External auditor report

~~(Except for the matters reported below)~~\* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (\*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

(continue on a separate sheet if required)

External auditor signature

Grant Thornton UK LLP

External auditor name

**Grant Thornton UK LLP**

Date

16 September 2016

Note: The NAO issued guidance applicable to external auditors' work on 2015/16 accounts in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))



**This page is part of Section 3 - External auditor certificate and opinion 2015/16**

**Syston Town Council  
Audit Report for the year ended 31 March 2016**

**Matters reported**

None

**Other matters not affecting our opinion which we wish to draw to the attention  
of Syston Town Council for the year ended 31 March 2016**

None

**Grant Thornton UK LLP  
Date**

**Our ref LCS246**